



TS EAS

Wednesday 5th of August

6.00 am PDT / 7.00 am MDT / 8.00 am CDT / 9.00 am
EDT / 2.00pm BST / 3.00 pm CEST / 11.00pm AEST

Thank you!

TS-EAS membership



Some members are leaving

- Jeremy Floyd
- Clinton Johnson
- Vasiliki (Lina) Bountouri
- Jessica (Jess) Purkis (Early-Career member)
- William (Bill) Stockting



Some members are re-appointed

- Karin Bredenberg
- Cory Nimer
- Alexander (Alex) Duryee
- Ailie Smith



Thank you for your service!



Liaison with Standards Committee

- Erik Sonnenberg



Liaison for our web pages

- Gerhard Müller, EAC webpage
- Glenn Gardner, EAD webpage



Liaison to other sections

- Michele R Combs, EAS Section
- Caitlin Wells, Collection Management Section (until this August)



Thank you for your service!

Introduction of new members

Mark



Newest members of TS-EAS

- Iris Lee
 - 3-year appointment
 - American Museum of Natural History, NYC
- Anna McCormick
 - 3-year appointment
 - New York University
- Sarah Schliep
 - 1-year appointment: Early-career member
 - Folger Shakespeare Library, Washington, DC



Introduction to TS-EAS

- Four committee-wide meetings per year
- Multiple subteams
 - <https://github.com/SAA-SDT/TS-EAS-subteam-notes/wiki/Sub-Teams-and-Charges#current-standing-sub-teams>
 - Annual reports and introductions up next!
- Multiple communication formats
 - Official TS-EAS listserv
 - Google Drive (for working documents)
 - GitHub (for meeting minutes, schemas, and committee documentation)
 - Slack (new channel for TS-EAS, should subteams want to use Slack)
- Check out the Handbook, particularly <https://github.com/SAA-SDT/TS-EAS-subteam-notes/wiki/Meeting-Policies-and-Procedures>

Next steps: make sure we have your **preferred email address** and **GitHub user account name**. If you do not use GitHub, you can create a free personal account by going here: <https://github.com/join>

Team presentations

Teamleads

Silke: EAC-CPF



EAC-CPF revision

- Start with EAC-CPF subteam of TS-EAS in 2017
 - Working on EAC-CPF major revision: Schema, Documentation
- Schema: some pending detailed decisions
- Documentation: revise Tag Library, create Best Practice Guide
- Aim to finish the revision with a public **call for comments** in **2020**
- Finalise revision of **EAC-CPF 2.0** in **2021**



EAC-CPF subteam

- Core team with 6 members + guests
- Monthly virtual meetings via Zoom
 - First Friday morning/midday/night, 90 minutes
- GitHub and Google Drive as working platforms
 - Notes and papers available in GitHub



EAC-CPF subteam

- New members are very welcome
- Main task: Documentation
 - Collection examples
 - Writing summaries, descriptions for the Tag Library and the Best Practice Guide
 - Revise and proofread texts and examples

Kerstin: EAD



Overview

- Maintain and support the usage of Encoded Archival Description (EAD)
 - Focus on the current version, EAD3, though also support with regard to EAD 2002 given that this is still widely used within the community
- Fixing bugs in EAD3, schema and tag library
- Considering and implementing requests from the community following the rolling revision cycle approved during the last year
 - Annual deadline for new requests: 31 December
 - Evaluation to decision: until 30 April
 - Community feedback, further evaluation and testing: until 30 June
 - Updates and release: until 31 August
- Communicating with the EAD user community



Last year

- See [annual report](#) on GitHub
- Highlights:
 - EAD3 1.1.1 Patch release in December
 - Rolling revision cycle approved by TS
 - Continued regular review of GitHub issues (and issues reported via other channels)
 - Various crossovers with other teams:
 - EAD3 Reconciliation / Shared schema work in the context of EAC-CPF revision
 - Collaboration with EAS Section; here: Section's survey on the use of EAS and related standards
 - Collaboration with Outreach team; here: potential panel session with (recent) EAD3 implementers



Upcoming year

- Continued regular review of GitHub issues (and issues reported via other channels)
- Continued collaboration with Outreach team and EAS Section
- Finalisation of EAD3 Reconciliation work in the context of EAC-CPF revision; here: moving towards formally adopting changes to EAD resulting from the reconciliation
 - Already started by creating placeholder issues on GitHub as starting points
 - Review these as a potential first package of suggested changes which could be posed to the community when kicking off the next major revision of EAD
- Preparing the next major revision of EAD
 - Formalities and initial steps
 - More details on Friday



Team and schedule

- Thanks very much to all team members for your contributions during the last year!
- We'll happily welcome any new members who'd like to join - especially as we'll start preparing a new major revision for EAD next year
- Monthly meetings
 - Monday or Tuesday in the second or third week each month
 - Dates finalised by availability votes a few months in advance
 - Next meetings on: 14 September, 20 October, 9 November, and 15 December

Mark: Schema

Overview

The TS-EAS Schemas Subteam is a group of volunteers responsible for maintaining and updating the EAD3 and EAC-CPF XML schemas, as well as any other allied schemas adopted by TS-EAS.

Ongoing responsibilities of the TS-EAS Schemas Subteam include:

- Updating and revising schemas according to requests sent from allied subgroups (the EAD3 group, EAC-CPF group, etc.);
- Responding to any schema-related bug reports;
- Creating new schemas as required;
- Maintaining and revising any documentation created during the course of its work (e.g. guidelines on design patterns used in the schema-authoring process);
- Sharing documentation, code, and meeting minutes with the wider archival community.



Last year

- Release of EAD3 version 1.1.1
- Design Principles for Schemas and Documentation (i.e. Tag Libraries)



Upcoming year

- Meet monthly from September 2020 - July 2021
- Move toward a new schema publication process in advance of the release of the beta schema for EAC-CPF 2.0 (September - November)
- Create framework for an EAC 1.0 to 2.0 transformation (September - November)
- Fully automate the new publication process, using GitHub Actions (January - July)
- Assist with Tag Library publication process
- Update and maintain the schema publication documentation

Adrian and Cory: Outreach and Communications

Sub-team members and charge



<https://bit.ly/ts-eas-oc>

- Karin Bredenberg (liaison)
 - Michele Combs (EAS Section liaison)
 - Glenn Gardner
 - Noah Huffman
 - Cory Nimer (Co-Chair)
 - Adrian Turner (Co-Chair)
 - Caitlin Wells (Collection Management Section liaison)
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- Promote broader awareness of TS-EAS' activities and its work plans, across a range of key stakeholders and audiences
 - Liaise with the EAS Section leadership on communications, education, and outreach plans

June-July updates

Cleaned-up the TS-EAS microsite

Review of EAS Section's raw survey results in-progress (we encourage broader TS-EAS review of the results)

Tutorials in-progress for fall/winter

- Submitting EAS feature/bug/issue requests
- Simple strategies and free tools for validating and fixing EAD files
- Introduction to EAC-CPF
- EAS revision cycle

Webinars to be developed for fall/winter (feedback also provided to SAA regarding the need for continuing Zoom Webinar license, post-SAA 2020)

- Records in Context update
- EAC-CPF schema revision
- EAD3 implementation case studies?

Questions

- Calendaring and developing the webinar to highlight the EAC-CPF schema revision?
- Your ideas and suggestions for additional webinars or tutorials, newsletter features, or other communications? Some initial ideas:
 - Highlighting new schema design principles
 - Call for translated versions of EAS documentation

Karin: Related Standards



Related Standards Team

- Charge is to keep track and make sure we don't miss other standards we should cooperate with
- We need to answer the question of is this is a separate team or an task we have on the whole TS
 - Includes EAS Section and Standards Committee?
- We have a report from the previous team lead Regine aiding us forward

Karin: EAC-F



Encoded Archival Context - Functions

- EAC-F is the working name
- Based upon ISDF
- Preparatory work ready
- Team is needed to be setup
- Work closely with EAC-CPF Team

See you tomorrow!

Thursday 6th of August

9.00 pm Wednesday PDT / 10.00 pm Wednesday MDT / 11.00 pm CDT / 12.00 am

Wednesday/Thursday EDT / 5.00am BST / 6.00 am CEST/ 2.00pm AEST